



**TOWN OF COLMA  
MUNICIPAL CODE**

**CHAPTER FIVE: PLANNING, ZONING, USE, DEVELOPMENT OF LAND AND IMPROVEMENTS**

**Subchapter Three: DR Zone**

**5.03.100 "DR" Combining Zone.**

The "DR" Design Review zone may be combined with all base zones to achieve a consistent site, landscape and building design theme in those areas where it is applied.

[History: formerly § 5.315; ORD. 500, 10/9/96; ORD. 638, 12/14/05]

**5.03.300 Restrictions and Procedures Applicable to the "DR" Design Review Zone.**

(a) *Applicability.* The requirements of this section shall apply to all site, landscape and building plans within the area described in Section 5.03.040(d) with the following exceptions:

- (1) Additions to existing buildings where the addition, if it were to conform to the DR standards, would clash with an established architectural theme.
- (2) Construction of secondary or accessory structures on parcels with existing buildings where the new building plans, were they to conform to the DR standards, would clash with existing improvements having recognized historical or architectural merit.
- (3) Construction of new buildings on cemetery grounds with a G base zone, where the new site and building plans, were they to conform to the DR standards, would clash with existing improvements having recognized historical or architectural merit.

(b) *DR Design Standards.* All plans for development in the DR zone shall incorporate building, site and landscape design elements representing the Spanish/Mediterranean style as defined in the following subsections.

- (1) **Building Design Elements.** Principal structures and secondary structures such as, storage buildings and trash enclosures must be architecturally consistent. The following design elements must be present in all buildings:
  - (A) Buildings shall incorporate simple, stepped massing, highlighted with towers, cupolas and varied chimney forms. Flat walls shall be minimized by interruptions using balconies, patios, shed roof elements, clerestory windows, gable end or trellis arcades and colonnades of stylized columns or arches.
  - (B) Roofs shall be low pitched gable and shed roof types with terra-cotta or similar colored real, individual Spanish barrel tile. No manufactured tile or sheets of tile may be used. All flat roof areas shall be surrounded by a parapet wall and must not be located where they can be viewed from adjacent buildings or property. Parapet walls shall be of such height that will completely screen all rooftop equipment.

- (C) Wall surfaces shall be composed primarily of stucco and must be articulated by use of columns, piers and pilasters. Window and door openings shall be varied in size and articulated by use of deep reveals, exposed lintels and sills, iron grillwork and faux balconies. Arched openings are encouraged.
- (D) Door and window openings shall be designed to convey the thickness of masonry construction by recessing the doors and windows and using ornamental surrounds. Ornamentation may consist of stucco moldings, bands of tile or other framing. Glass areas must be broken up by mullions. Operable casement or double hung windows are encouraged. Windows can be covered externally with appropriately designed grilles integral to the surface of the building.

(2) Site and Landscape Design Elements. The following elements must be present in the site and landscape designs:

- (A) Site plan and landscape design must appropriately integrate and conceal utility vaults, back flow prevention devices, trash dumpsters and other accessory elements that may not be compatible with the Spanish-Mediterranean theme.
- (B) A formal balanced planting layout shall be achieved by using elements such as landscape entry features, tree lined walks and drives, and boundary tree rows. Formal placement of trees in courts, pavilions and parking lots can significantly enhance the character of these public and private areas. Use of accent features such as brightly colored flowers and palm trees is encouraged.
- (C) Landscape design shall incorporate features such as arbors, trellises, fountains, walks, pavilions, curbs, light standards, benches, sculpture, enhanced pavement (materials, textures and patterns), garden walls (free standing and retaining), wood fences and gates, ironwork gates and railings, planting pots and urns in order to integrate the Spanish/Mediterranean design theme throughout the overall project design.

(c) *Additional Design Standards for Automobile Dealerships.* Due to the unique nature of automobile sales where the primary display of merchandise offered for sale is located outside, the following additional design provisions shall apply:

(1) Concrete pads or ramps for the prominent display of vehicles are allowed within the area between the front of the building and the street, provided that a minimum of 7' of landscaping is maintained between the back of the sidewalk and the paved area. The height of any display pad shall not exceed 18 inches above grade. Configuration and design of the structures are subject to review and approval by the City Planner prior to installation. Landscaping may be required to include low shrubs or trees. Drainage and other design features may require review and approval by the City Engineer.

(2) Scissor ramps may be used to elevate cars above grade but only if the base of the ramp is elevated no more than 48 inches above the prevailing parking elevation. An exception can be made by the City Planner to accommodate unique topographic differences.

(3) Tent Structures are allowed, subject to the following design standards. All Tent Structures are considered structures and therefore may only be installed pursuant to a valid Building Permit.

(A) Tents shall be located only on paved areas and not on approved landscaping. Tents shall not block any access aisles or fire lanes. A total of three tents per property are permitted at any given time, not to exceed 400 square feet each (1,200 square feet total). Exceptions may be granted by the City Planner for infrequent special events.

(B) Tents shall be made of high quality fire retardant materials, and must be in colors which are consistent with color that matches the principal building on the site or approved signage on the property. Tents shall be securely fastened according to accepted engineering practices.

(d) *Design Review Procedure and Approval.* No grading or building permit shall be issued until design plans have been reviewed and approved. Plans shall be submitted to the City Planner for review and approval according to the following procedures:

(1) City Council Approval. Whenever the project requires approval of a Use Permit, Subdivision Map, Planned Unit Development, or other action by the City Council, then the City Council shall also, at that time, make the determination to approve the design in accordance with this ordinance. Determinations made by the City Council may be reconsidered in accordance with the procedure set forth at Section 5.03.420.

(2) Appeal. A determination by the City Planner with respect to the Colma Design Review Ordinance may be appealed by any interested party to the City Council in accordance with the procedures set forth in section 1.02.140 of the Colma Municipal Code.

(3) Approval Criteria. In considering the approval of a design the City Council or City Planner, as appropriate, shall make the following findings:

(A) That the architectural, site and landscape design of the proposed project incorporates design elements adopted for the DR zone.

(B) That the architectural, site and landscape design substantially reflects the intent of the DR zone to achieve a consistent site, landscape and building design theme for the Town of Colma.

(4) Design Review fees shall be established from time to time by the City Council of the Town of Colma by resolution. [Ord. 524, 1/14/1998]

[History: formerly § 5.333, ORD, 467, 6/8/94; ORD. 500, 10/9/96; ORD. 521, 12/10/97; ORD. 524, 1/14/98; Ord. 551, 4/14/1999; ORD. 638, 12/14/05]